

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: n/a

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF SCHARF & ASSOCIATES INCORPORATED TO PROVIDE ARCHITECTURAL SERVICES FOR THE BOYS AND GIRLS CLUB BUILDING AT DRIFTWOOD ESTATES PARK AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals for architectural services for the Boys and Girls Club building at Driftwood Estates Park. RFP documents were sent to thirty-three (33) prospective proposers. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received eleven (11) proposals. The selection committee short listed the top five proposers to make an oral presentation. Following oral presentations, the selection committee ranked the firms. The recommendation is for Scharf & Associates Incorporated as the top ranked firm in accordance with the ranking totals attached hereto.

PREVIOUS ACTIONS: Not applicable.

CONCURRENCES: The firm of Scharf & Associates Incorporated was chosen by the selection committee.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: to be negotiated

Account Name: Capital Projects-CDBG Projects Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Selection Committee Rankings

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF SCHARF & ASSOCIATES INCORPORATED TO PROVIDE ARCHITECTURAL SERVICES FOR THE BOYS AND GIRLS CLUB BUILDING AT DRIFTWOOD ESTATES PARK AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town solicited proposals for architectural services for the Boys and Girls Club building at Driftwood Estates Park; and

WHEREAS, the selection committee has selected Scharf & Associates Incorporated as the firm best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute a contract for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Scharf & Associates Incorporated as the firm best qualified to provide the required services and authorizes the Town Administrator or his designee to negotiate an agreement for such services and present that contract for approval at a future meeting date. Should no agreement be reached with the highest ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2002

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2002

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

<u>ACCOUNT NUMBER.</u>	<u>BUDGET ITEM & DESCRIPTION</u>	<u>APPROXIMATE COST</u>
001-0406-515-64.05-01B&G	A/E Services-New Boys/Girls Club in Driftwood Estates Park	\$64,000+

METHOD OF PROCUREMENT (check the one that applies)

☐ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☒ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed Shirley Taylor-Prabolt
 Department Head
 Have Funds been Reserved REAR. 25870
 Date 2/22/02 Signed (initials)
 Signed TU [initials]
 Town Administrator

<u>VENDOR</u>	<u>BIDS SUBMITTED</u>	<u>COST</u>
SCHARF + ASSOCIATES	RANKED	1ST
FRIMET DESIGN ASSOCIATES	RANKED	2ND
C3TS	RANKED	3RD
SYNAROVSKI GUTIERREZ	RANKED	4TH
SAIZ MICHELSON	RANKED	5TH
THARDEUS COHEN	NOT RANKED	
DESIGN + CONSTRUCTION SOLUTIONS	NOT RANKED	
ADRIANO ROSENSTEIN	NOT RANKED	
URBANFORM DESIGN GROUP	NOT RANKED	
THE CORRADO GROUP	NOT RANKED	
THE TAMARA PEAROCK COMPANY	NOT RANKED	

Signed [Signature]
 Procurement Manager

<u>TOWN ADMINISTRATOR'S RECOMMENDATION</u>	<u>Cost</u>
<u>Vendor</u>	
SCHARF + ASSOCIATES	RANKED 1ST

Signed _____
 Town Administrator

+

	1	2	3	4	5	6
1	ARCH. SVCS.-BOYS & GIRLS CLUB @ DRITWOOD					
2						
3						
4						
5						
6	COMMITTEE MEMBER	FRIMET	SALTZ	SYNALOVSKI	C3TS	SCHARF &
7		DESIGN ASSOC	MICHELSON	GUTIERREZ		ASSOCIATES
8	S. TAYLOR-PRAKELT		ABSENT			
9	C. MENKE	2	5	4	3	1
10	R. MUNIZ	1	5	3	4	2
11	B. BERNARD	2	5	4	3	1
12	C. DOLIN	2	5	4	3	1
13	D. HUGHES	2	5	4	3	1
14	H. HYMAN	2	5	4	3	1
15						
16						
17	TOTAL	11	30	23	19	7
18						
19	RANKING	2ND	5th	4th	3rd	1st
20						